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2 ANCHORAGE SENIOR CENTER  
3 ANCHOR-AGE CENTER, Inc.  
4 Board of Directors Meeting  
5 December 12, 2012  
6  
7

8 **Call to Order – Quorum:**

9 Board Members Present: Gordon Glaser; Tony Barrett; Fritz Pellum; Bud Irwin; Jeanne Edwards;  
10 Tonja Woelber; Betty Hendrickson; Rosa Foster; Don Simmons; James Garrigues  
11 Board Member(s) Absent: David Levine, Bill Mans (ex-officio)  
12 Volunteer Assistant to the Secretary: Eileen (Nicky) Nickoloff  
13 Endowment Trust Representative: Keith Green  
14 Municipality Representative: none present  
15 Staff Attendees: Cathy Lee (Executive Director); Maria James  
16 Guests: Carl Kancir.

17  
18 The meeting was called to order by Gordon Glaser, President, on 12/12/12 at 10:06AM after it was  
19 determined that a quorum was present and business could be conducted.  
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21 **Introductions:** Introductions were waived.

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23 **Agenda Approval:** *Approval of the agenda was moved by Fritz and seconded by Jeanne and*  
24 *approved unanimously.*

25  
26 **Minutes of Previous Meeting:** *Jeanne moved, Betty seconded acceptance of the minutes of the*  
27 *previous meeting with no changes or corrections. The motion was passed unanimously.*  
28

29 **Reports:**

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31 Vice President (Bud) – waived report until later discussion.

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33 Secretary (Tony Barrett) – waived report until later discussion.

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35 Treasurer (Don Simmons) – no recommendations on the financial statements were received at this time.  
36 The Finance Committee will move their meeting to the day prior to the Board meeting to allow more  
37 time for review and discussion.  
38

39 Executive Director (Cathy Lee) – A full Director’s report was handed out at the Board Meeting. The  
40 following is a summary. A Veterans Day luncheon was held along with a week of activities. A Senior  
41 Town Hall meeting was held with Senator Mark Begich as the speaker. Time was spent planning for  
42 the December Holiday dinner and Noel Bazaar and other activities and programs.  
43

44 The roof repairs were completed on December 7. Air handlers have been removed and are to be  
45 replaced with lighter and more efficient units.  
46

47 No reply has been received from Fred Meyers about the Center selling Fur Rondy pins in their stores.  
48

49 Endowment Trust (Keith Green) – as of 11/31/12, there was an endowment total of \$2,612,225, a  
50 9.27% return. Monies from closing of an estate have not yet been received. A listing of monies as  
51 “excess held by operations” (money from donations) was approximately equal to those due for financial  
52 services.  
53

54 ***Don moved and Tony seconded that the amount of the Endowment revenue and expense for the past***  
55 ***several years (as listed in Keith Green's handout) be considered a wash; in the future, Sue Riehle***  
56 ***will bill accrued accounting expenses directly to the endowment trust on a quarterly basis. Approved***  
57 ***unanimously.***

58  
59 Municipality – No representative present. Municipality has sent their contract to ASAC for  
60 consideration. However, it was just received today and given to Don to review.

61  
62 Committee reports

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64 Tony reported there is a problem identifying what Committees currently exist; there is a need for a  
65 single upgraded document outlining this. It was agreed to assign this project to the secretary (Tony) to  
66 develop an ad hoc group to develop a plan and bring to the Board for approval. A request was made as  
67 to who is on the Executive Committee: it is Gordon, Bud, Tony, Tonja, and Don. They meet at 10am on  
68 the Thursday after the Board meeting.

69  
70 There was a discussion of the Fund Raising Committee, currently chaired by Fritz. It was decided that  
71 if the Center does not hear from Fred Meyers regarding the sale of Rondy pins, only a small number  
72 should be purchased.

73  
74 Tickets for the quilt raffle, which were given to Board members at the last meeting, were returned to  
75 Fritz; the drawing is 12/21. There are some tickets that appear to be missing, but there are enough left  
76 to still hold the raffle.

77  
78 There were no volunteers from the Board for the Public Relations Committee. Center staff is now  
79 doing much of the necessary work, but names of volunteers for this function should be given to Bud.

80  
81 Bylaws Committee – Bylaws have been revised by Bud, and ***Gordon motioned and Tony seconded***  
82 ***approval of the revised bylaws. Approval was unanimous.*** These include the following major changes:

83 -an ad hoc committee for Facilities and Equipment, which is in the 5-year plan, is raised to be a  
84 standing committee equal to the Finance and Budget Committee and Operations Committee

85 -the Secretary will chair or be a member of the Facilities and Equipment Committee, along with  
86 the Executive Director

87 -the primary and secondary mission of the Center is stated in the bylaws. Primary is to provide  
88 services for Senior and secondary is to obtain enough funding to be able to serve the primary function.

89 -additionally, Bud cleaned up redundancies and created the optional position of volunteer  
90 assistant to the secretary.

91  
92 Proposed Standing Rules: these were presented by Bud, who requested that Board members get back to  
93 him with comments and suggestions BEFORE the next Board meeting. A copy is to be distributed with  
94 the minutes of this meeting. ***Don moved and Betty seconded that further discussion of these rules be***  
95 ***tabled until the next Board meeting; this was approved unanimously.***

96  
97 Bud reported that a questionnaire was given out at the Holiday dinner and will be available at the  
98 Center and in the Borealis. This included questions about what days members would prefer the Center  
99 to be open and other issues. Bud and Tony visited the Chugiak Senior Center and were impressed; that  
100 Center is willing to share copies of their Policies and Procedures as well as grant writing efforts.

101  
102 Presidents report (Gordon) – our budget request is on the Municipalities list, but Gordon will set up  
103 meeting with several legislators if possible before they go to Juneau to try and get a  
104 designated grant for the Center.

107 **ASAC Advisory Forum:** While very few members attended this meeting, there was a good  
108 discussion. Karen Hunt chaired, with Cathy, Rose, Tony and Betty in attendance. The next meeting is  
109 scheduled for February 26, 2013 from 2-4 PM.

110  
111 **Old Business:**

112  
113 The 2013 ASAC budget was presented. While it is balanced, money is tight and there is no allowance  
114 for a number of important issues, including staff raises and expected higher utility costs. The budget  
115 has been amended to include making a commitment to look at membership program areas and choosing  
116 the most important ones. It is understood that we can no longer do everything we might wish, but must  
117 work within a strict budget. The Center is understaffed and staff can no longer do everything we might  
118 wish to the appropriate level. It was also recognized that we can no longer manage by crisis. *Approval*  
119 *for the 2013 budget was made by Don, with Betty as second, and was approved unanimously.*

120  
121 **Persons to Be Heard:**

122  
123 Carl Kancir – Carl expressed concern that Board meetings and open forums are held at times when  
124 working people cannot readily attend.

125  
126 Maria James reported good results for the Noel Bazaar and mentioned that “split the pot” activities  
127 have been very popular.

128  
129 **New Business:**

130 The activities required for recertification of the ASAC are proceeding.

131  
132 While the Municipality would like us to have a celebration for the ASACs 30<sup>th</sup> Anniversary, it was  
133 agreed that this cannot be funded from Center funds and it will be held only if outside funding is  
134 available.

135  
136 A retreat for the Board will be scheduled in January.

137  
138 Cathy Lee presented a proposal for renovation of the Swank House; she also introduced Joan Domnick  
139 Johnson as a possible grant writer for this project. No decision was made on this, nor on possible  
140 addition of a woodshop.

141  
142 **Adjournment:**

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144 *At 12:30PM, Jeanne moved and Betty seconded adjournment; this motion passed unanimously.*

145  
146 Minutes Submitted by:

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149 \_\_\_\_\_  
150 Anthony Barrett, Secretary